

CLAIMANT'S NAME			SSAN OR EMPLOYEE NUMBER *			DEPARTMENT		
Cynthia Tuck			On File			Cal/EPA		
Undersecretary		CB/ID NUMBER	DIVISION OR BUREAU				INDEX NUMBER	
			Office of the Secretary					
1001 I Street			1001 I Street				TELEPHONE NUMBER	
							916.324.3708	
STATE		ZIP CODE	CITY		STATE		ZIP CODE	
Sacramento		CA	95814		Sacramento		CA 95814	

[illegible]

(10)	SUBTOTALS	249.35
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COLUMN CODE (ACCTG USE ONLY)

CLAIM TOTAL

249.38

(11)	PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required)	(12) NORMAL WORK HOURS
	9/29-10/2 Participated in Governors' Global climate Summit 2. 10/2 Hosted Dignitaries at Santa Monica Clean Cars Auto Show.	8:00-5:00
		(13) PRIVATE VEHICLE LICENSE NUMBER
		(14) MILEAGE RATE CLAIMED

(15) I HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S SIGNATURE 	DATE	(16.) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT 	DATE
(17.) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE  (See Item 17 on reverse)			DATE

TRAVEL EXPENSE CLAIM

STD. 262 (REV. 06/93) (CIWMB AUTOMATED 08/93)

See Instructions and *Privacy
Statement on Reverse Side

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Undersecretary		CB/ID NUMBER	DIVISION OR BUREAU Office of the Secretary			INDEX NUMBER
1001 I Street		1001 I Street			TELEPHONE NUMBER 916.324.3708	
STATE SACRAMENTO		ZIP CODE CA 95814	CITY SACRAMENTO		STATE CA	ZIP CODE 95814

(1) MONTH/YR		(3) LOCATION WHERE EXPENSES WERE INCURRED	(4) LODGING	(5) MEALS			(6) INCIDENTALS	(7) TRANSPORTATION					(8) BUSINESS EXPENSE	(9) TOTAL EXPENSES FOR DAY
Oct-09				BREAK- FAST	LUNCH	N/C, RELO OR DINNER		(A) COST OF TRANS	(B) TYPE USED	(C) CARFARE TOLLS, PARKING	(D)			
											PRIVATE CAR USE MILES	AMOUNT		
(2) DATE	TIME													
10/9	17:00 21:00	SMF - UCD/Davis, CA										\$15.00	\$15.00	
10/15	14:00	Sacramento - Fish Camp, CA	\$166.50									\$395.00	\$561.50	
10/16	cont'd		\$166.50			\$18.00	\$6.00					\$2.00	\$192.50	
10/17	cont'd		\$166.50			\$18.00	\$6.00						\$190.50	
10/18	18:00	Fish Camp - Sacramento, CA			\$10.00			\$10.60	T	\$28.38			\$48.98	
10/22	9:30:00 AM 20:00	Sacramento - Fresno, CA				\$18.00							\$18.00	
			\$499.50		\$10.00	\$54.00	\$12.00	\$10.60		\$28.38		\$412.00		
		AIRFARE (Not included in subtotals or claim total)												
		CAR RENTAL \$355.00 (Not included in subtotals or in claim total)											1,026.48	

(10) SUBTOTALS

COLUMN CODE (ACCTG USE ONLY)

CLAIM TOTAL

1026.48

(11) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required)	(12) NORMAL WORK HOURS
10/9 Bus. Exp. (\$15) registration for event. 10/15 Bus. Exp. (\$395) is registration fee for conference. 10/16 Bus. Exp. (\$2) is charge for fax.	8:00-5:00
10/18 (\$10.60) is taxi from Enterprise rental to home and (\$28.38) is the gas she put in rental car.	(13) PRIVATE VEHICLE LICENSE NUMBER
10/9 Attended Aq/Environmental Sciences College event.	
10/15 Attended State Bar Environmental Law Conference, including sessions re: Climate Change, Renewable Energy and Green Chemistry. 10/22 Attended San Joaquin Valley Partnership Bd Mtg.	(14) MILEAGE RATE CLAIMED
	0.55 cents

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AGENCY ACCOUNTING OFFICE

CLAIMANT'S SIGNATURE △	DATE	(16.) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT △	DATE
(17.) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE △			DATE